

MINUTES OF HISD BOARD OF EDUCATION SPECIAL EDUCATION AD HOC COMMITTEE MEETING

Thursday, September 28, 2017

Committee Members Present:

Anne Sung, Committee Chair

Jackie Anderson

Barbara Mullen

Shana Halvorsen

Jack Fletcher

Joshua Rotenberg

Administrative Resources Present:

Dr. Joan Anderson, Assistant Superintendent (HISD)

Tessie Rose Bailey (American Institutes for Research)

Lisa McBride, Board Counsel, Thompson & Horton LLP

AGENDA

OPEN SESSION

1. **Call to Order.** The Chair called the meeting to order at 4:10 p.m.
2. **Chair's Remarks.** Trustee Sung informed the Committee that committee member Ebru Erdini had moved out of state. Erin Hasbrouck will be taking Ms. Erdini's place.
3. **Special Education Department Update.** Dr. Anderson presented the highlights from the September 16, 2017 Parent Summit and Hurricane Harvey Assistance Program. A copy of the official program from the summit is attached to these minutes. Additionally, committee member Shana Halvorsen requested that any available materials from the sessions be posted on-line for parents and community members to access.

Dr. Anderson introduced the District's three new special education parent liaisons (Marina Garcia, Benjamin Jules, and Wilson Renteria). The liaisons discussed their role as well as statistics concerning the cases they have opened and resolved to-date. The liaisons also presented their new live web page to the Committee.

Dr. Anderson discussed her vision for a special education committee, which would carry on after the ad hoc committee has completed its charge. Dr. Anderson is working on a proposal to submit to the ad hoc committee. The proposal would include suggestions for by laws, mission/function statements, ground rules, committee size, and governance structure.

Dr. Anderson presented the "Documenting the Request for Evaluation and Referral for Evaluation" flowchart. This flowchart depicts HISD's current special education request for evaluation and referral process. The Committee asked for further explanation of the timelines associated with each step of the process, and Dr. Anderson provided this explanation. Notably,

each school function identified on the flowchart is further color-coded to indicate which school department has responsibility for the function.

A copy of the flow chart is attached to these minutes.

4. **American Institute for Research (“AIR”) Update.** Tessie Rose Bailey announced that AIR is currently working with the District on an updated timeline for AIR’s work given Hurricane Harvey. AIR has experienced several setbacks as a result of the storm. For example, AIR released the parent and staff surveys shortly before the Hurricane. The response rate was low. Additionally, AIR’s site visits have been delayed because of the storm (HISD schools opened later than expected and hotel rooms to accommodate AIR staff have been scarce).

Because of the low parent response rates, AIR relaunched the parent survey on October 2, 2017. The survey link is posted on each school’s website as well as the District’s website. Schools are sending out reminders to complete the survey, and AIR will deploy staff on-site to retrieve surveys. AIR is also working with the District’s parent liaisons to provide one-on-one direct assistance to parents on local computers to complete the survey.

A copy of AIR’s presentation to the Committee is attached to these minutes.

5. **Outcomes for HISD Students with Disabilities.** Committee member Barbara Mullen reviewed HISD’s board governance framework, including board goals, constraints and specific constraint progress measures. The Committee had a healthy discussion concerning whether certain goals were realistic and whether certain progress measures were truly measurable. The Committee reviewed each goal and associated progress measures, rigor, past trends, and what district and national data suggests concerning the state of special education.

A copy of the relevant constraint and constraint progress measures are attached to these minutes.

6. **Guiding Principles Regarding Inclusive Education Practices.** The Committee discussed the Guiding Principles Regarding Inclusive Education Practices for the San Francisco Unified School District, and adapted those principles for HISD.

NO CLOSED SESSION ITEMS

The next Committee Meeting will be held on October 26, 2017.

7. **Adjournment.** The meeting adjourned at 6:15 p.m.